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MANAGEMENT COUNCIL NEWSLETTER

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A summary of significant events of
interest to USDA management

Issue #27
January 9, 1976

FEB 14 1979

GAO AUDITING TWO DEPARTMENTAL DATA PROCESSING PROCUREMENTS.....First pertains to acquisition of IBM 3330-11-equivalent disk drives to replace currently installed IBM 3330-1 equipment in Washington Computer Center. Second, to acquisition of Burroughs 4781 computer to replace currently installed Burroughs 2700 computer in St. Louis. Audits requested by Sen. McGee. (Contact: H.W. Meetze, ADS, ext. 76275)

JOHN A. KNEBEL NEW UNDER SECRETARY.....Sworn in December 19. Former General Counsel of USDA (1973-1975) and SBA (1971-1973). Served as Assistant Counsel to House Committee on Agriculture. Graduate of U.S. Military Academy (West Point). Received M.A. from Creighton University and J.D. from Washington College of Law, American University. Married, 3 children.

USDA BRIEFED ON TITLE VI PROPOSED COURT ACTION.....HEW Civil Rights officials briefed OEO Title VI staff and OGC on forthcoming State of Maryland desegregation plan action in higher education institutions. OEO asked to collate information, in concert with OGC, pertinent to USDA Grant Programs to Maryland institutions, which could lead to joint HEW/USDA compliance actions when suit joined. (Contact: M.S. Washington, Jr., OEO, ext. 74256)

OO TO IMPLEMENT OMB CIRCULAR A-95 IN GRANT AND AGREEMENT REGULATIONS.....On January 1, 1976, OO assumed from RDS Departmental responsibility for implementation and coordination of OMB Circular A-95. This Circular, now being revised, provides guidance to Federal agencies for added co-operation with State and local governments in evaluation, review and coordination of Federal assistance programs and projects. Implementation of revised Circular will be included in Title 4 of Administrative Regulations. (Contact: Don Manns, OO, ext. 77527)

OMB/GSA TASK FORCE DRAFT REPORT ON COOPERATIVE AGREEMENTS/GRANTS TO BE CIRCULATED FOR COMMENT.....Draft report defines when and how each of these instruments should be used and adopts concept of cooperative agreements being type of instrument unique from either contracts or grants. Recommends 3 classifications for grants based on degree of Federal involvement with recipient--substantial, moderate and minimal. Several USDA agencies provided information to task force and it appears results will be generally acceptable to USDA. OMB will use report and agency comments on report to form executive branch position on S. 1437, a bill to distinguish grant and cooperative agreement relationships from Federal procurement relationships. (Contact: Dean Smith, OO, ext. 77527)

OI DIRECTOR'S QUARTERLY WORKSHOP SCHEDULED.....To be held in New Orleans January 20-23 for key OI staff. Topics include Management Information System, Investigations of Summer Feeding Programs, Regional Reassignments, Quality Controls and Caseload Management. Highlight of workshop will be inspection of Port of New Orleans grain facilities and meetings with U.S. Attorneys handling grain investigations, and with other concerned law enforcement officials. (Contact: Arthur G. Kaplan, OI, ext. 73860)

DID YOU KNOW THAT IN FY 1975 AMS.....

- ... graded for quality 11.7 billion pounds of beef, 58.6 billion pounds of fresh fruits and vegetables, 14.6 billion pounds of processed fruits and vegetables, 2 billion pounds of butter, cheese, and dry milk, 7.7 billion pounds of poultry, 1.7 billion eggs, and 539.9 billion pounds of grain, rice, dry beans, peas, lentils, and hay, straw, and hops.
- ... classed 11.5 million samples of cotton and inspected 2 billion pounds of tobacco.
- ... inspected for wholesomeness 665 million pounds of liquid and frozen egg products and 61 million pounds of dried egg products.
- ... explained USDA food grades to consumers through distribution of publications, lesson aids to teachers and exhibits.
- ... provided monthly data on expected food supplies for the next month for volume feeders and 29 times during year aided in promotion of specific foods in temporary over-supply.
- ... bought 525 million pounds of food at cost of \$247 million for National School Lunch and other FNS feeding programs.
- ... computerized billings and collections for grading, inspection, and other services.
- ... administered 103 marketing agreements and orders covering 80 percent of all drinking milk marketed in U.S. and most of production of 31 fruits and vegetables grown in 35 states.
- ... reviewed 11,000 proposed transportation rate adjustments on farm products.
- ... made 15,000 examinations at 7,500 grain, cotton, and processed commodity warehouses licensed under U.S. Warehouse Act or under contract to CCC.
- ... inspected 7,500 importations of seed, worth about \$36 million, for compliance with Federal Seed Act; investigated 900 complaints of alleged false labeling or false advertising of seed.
- ... issued 100 certificates under Plant Variety Protection Act, granting owners' exclusive rights of reproduction and sale.
- ... issued 246, 204 market news reports on 265 agricultural products in 1,101 markets, through a 23,500-mile leased wire network connecting Washington and 209 field offices.
- ... had 184 automatic telephone answering devices providing up-to-the-minute market news information in 166 market areas.

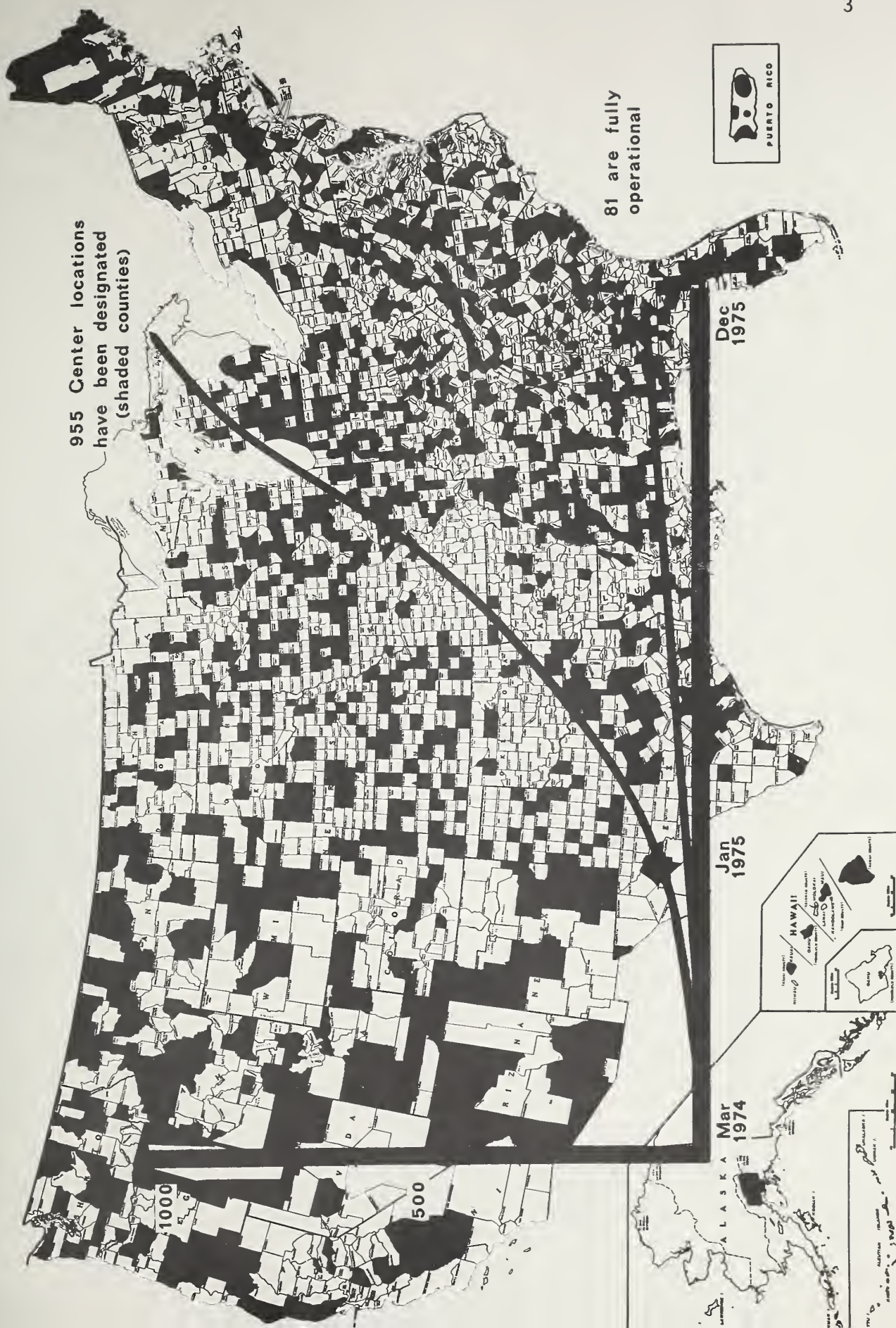
"ADMINISTRATIVE HOT-LINE" MADE PERMANENT.....Continuation result of evaluation of number of calls received and responses to those calls during 2 month trial period. (See Issue #25.)

955 LOCATIONS DESIGNATED FOR AGRICULTURAL SERVICE CENTERS.....About 60 percent of these locations have all agency offices under one roof now, but only 81 qualify to be called "fully operational." To be fully operational, agencies at one location must:

- Share people, equipment and information,
- Have common telephone system,
- Have main entrance and reception point,
- Have formed Center Administrative Committee, and
- Document what they are doing in a cooperative agreement.

After results of recent cost/benefit review of centers program, Secretary directed that gap between designated locations and operating centers be closed as soon as possible. (Contact: Dick Hadsell, 00, ext. 73152)

AGRICULTURAL SERVICE CENTERS (Dec. 1975)



DID YOU KNOW THAT IN THE FIRST SESSION OF THE 94TH CONGRESS.....

- ... 17,015 measures were introduced; 3,424 in Senate and 13,591 in House.
- ... 205 public bills and 27 private bills were enacted into law.
- ... 17 bills were vetoed.
- ... 3 vetoes were overridden.
- ... Senate in session 178 days and House in session 173 days.
- ... 230 USDA principal witnesses testified before committees or subcommittees of Congress.
- ... USDA received 749 requests for legislative reports of which:
 - .. 413 reports have been signed.
 - .. 123 reports are awaiting OMB action.
 - .. 213 requests are pending in the Department.

MANAGEMENT COUNCIL HIGHLIGHTS.....

- ... December 18 Meeting.
 - .. Concurred with proposed 7 AR revision re traveling expenses.
 - .. Discussed several assessments.
 - .. OO discussed controlled correspondence program. Noted several ways agencies can improve record. Mr. Bolduc to review program and report back to Council.
 - .. OP discussed proposed policy re highest previous salary rate. Council to review and send comments to Sy Pranger BY JANUARY 16.
 - .. OP and OEO discussed costs agencies reported for EEO and Civil Rights activities. Some agencies reported large increases. All agencies asked to verify figures are correct.
- ... Special meeting scheduled January 14 to discuss D.C. space utilization program. Objectives - more equitable space assignments and consolidation of agencies into contiguous space. Rm. 218-A, 1 pm.
- ... January 8 Meeting.
 - .. OC discussed USDA participation in U.S. Bicentennial Exposition of Science and Technology, Cape Canaveral, Fla., May 30 - Sept. 1, 1975.
 - .. Mr. Bolduc stated position paper on WCF reduction should be ready for Jan. 22 meeting.
 - .. Council discussed and agreed to alternative on executive parking spaces. New assignment method effective May 1, 1976.
 - .. OO asked Council to follow up with their administrative services to determine number of telephones required.
 - .. Status of Reports and Forms Reduction Campaign discussed. Special review teams to look at personnel, budget, etc. forms.
 - .. ADS distributed position paper on allocation of direct costs. To be discussed at Jan. 22 meeting.
 - .. ADS to sponsor workshop on Privacy Act as pertains to data processing, Jan 15, 9 am, Jefferson Auditorium. Agency senior ADP Managers have received agenda. Council should notify Kent Godwin, ext. 79270, if additional people to attend.